

**Great Basin Coordinating Group
Spring Meeting
April 1 -2, 2014
Wendover Nevada**

Attendees:

Sue Stewart, USFS Region 4
Mike Morcom, BLM Idaho
Carol Salo, BLM Idaho (Incident Business Committee)
Rex McKnight, BLM Nevada
Rick Belger, BLM Utah
Nelda St. Clair, Great Basin Coordinating Group
Julia Sullens, State of Idaho
Jesse Duhnkrack, NPS Intermountain Region
Tracy Swenson, FWS (Representing Jessica Wade)
Scott Rasmussen, State of Nevada

Incident Business Update (Carol Salo):

- **Professionalism Within the Dispatch Community:** The Great Basin Incident Business Committee (IBIB) forwarded the Lend/Lease Policy to the Dispatch community so that they would have an opportunity to be part of the process and provide valuable feedback beneficial to the Great Basin (GB) fire program. The comments provided were unprofessional and in some cases inappropriate and offensive. It is incumbent upon all support organizations to provide a service to the agencies while maintaining a level of professionalism.
- **Lend Lease Process**
The GBIB proposed that the Lend/Lease Policy which is an effective and efficient way of managing resources that are either unavailable or where incidents only need resources for a limited time expediently. The Lend/Lease Policy has been used informally between IMT's during periods of high fire activity for years. The GBIB presented a draft memo. **Status: Approved.**
- **Finance Webinars:** The 2014 Finance Webinars will be held the week of May 12-16.
 - The Great Basin Coordinating Group approved the Incident Business Committee's recommendation that Incident Business Advisor (IBA) Training be mandatory for all current IBA's and IBA trainees. This requirement will be included in the webinar and IBA outreach information and rather than a written directive from the GBCG this training requirement has been included in the Great Basin Supplements to the Incident Business Management Handbook.
 - The Finance Webinars include information for finance personnel, Incident Commanders and Medical Unit personnel that may be interested in the topics.

- **Rental Car Solicitation:** The new solicitation will allow people who are on fire assignments to take rental vehicles off road and place rentals on government credit cards. This is expected to take workload off contracting officers. This solicitation is being done by the Great Basin and will also include BPA's with rental car vendors so rental cars can also be centrally billed (AD's, etc. without government travel cards).
- **ATV/UTV Guidance:** Propose that the IC or Safety Officer will approve the use of ATV/UTV on incidents. If a resource assigned to a fire arrives with an ATV or UTV it will need to be placed on a resource order (either as a support request, special needs, etc) if it's going to be used on the incident. If the equipment is not on an order the home unit will be responsible for damages etc. Also need some/direction and specifications for Buying Teams when incidents order ATV/UTV equipment to that they get the appropriate type of vehicle. Will send out a memo with ATV/UTV protocol and work with the IBIB to get specifications.
- **Need for Larger Incident Business Meeting in 2014:** The intent will be for Great Basin incident business personnel to received updated training on various finance-related topics. They won't be the official NWCG courses because of the limited time; however, most classes will be "training" classes and not just informational meetings. There will, of course, also be some informational meetings to update the group on 2015 information.
Approved.
- **Transportation of MIMT Trailers:** Is becoming an issue. All teams have arrangements in place for 2014 but at some point may need to request that the GB Incident Business Management Group develop specification for solicitation of additional transports to deliver MIMT Trailer to incidents.

Living Decision Log for GBCG

- The GBCG voted to start a Key Decision or "Living Decision Log" beginning with this to document issues/proposals and decisions made by the Coordinating Group. This should assist with tracking decisions and maintain a historic data base of GBCG activities.
Assigned to Nelda. Due Date: May 15.

Operations Committee Update (Tracy Swenson)

- Plan to do a thorough Mobilization Guide Revision for Supplement 1, Incident Management Team Operating Guidelines for 2015. A small committee has been tasked to do the revision. The group will be: Paul Petersen, Beth Lund, Julia Sullens, Shane Freeman and Chris Delaney. Roles, responsibilities of liaisons, trainees, cooperators, performance evaluations, IMT selection process, ICAP, notification process, etc. needs to be established. Will also evaluate and determine if ICAP has more useful reports, capability for tracking of nominees,

etc. The plan to evaluate roles and responsibilities of liaisons and possibly consider IMT liaisons be assigned to function rather than specific teams.

- **Training Committee Oversight and Charter:** The Great Basin Operations Committee proposed that the GB Training Committee be chartered under the Great Basin Operations Committee. The GBCG asked that the Operations Committee prepare a briefing paper addressing the proposal for consideration by the GBCG at the fall meeting.
- **MOU With National Wildfire Contractor Association:** Currently there are hundreds of contractor employees in our geographic area that require a variety of NWCG incident qualifications and training to perform under their contract and opportunities for receiving quality training are limited. Competition for training has increased to a point where quality training has become scarce and contractors are struggling to find opportunities for their employees. Other geographic areas have successful MOU's in place with contractor associations that provide a number of training opportunities:
 - They provide vendors with a creditable source of professional training that self regulates contractors NWCG training and instruction.
 - They validate instructor qualifications and ensure that NWCG course content is met.
 - They provide additional training by pooling instructors therefore increasing the opportunities for contractor employee training.
 - They provide a means of verification of contractor employee incident qualifications.

Recommendation: Endorse MOU's with Contractor Association (NWSA) for providing additional training and certification opportunities within the Geographic Area. This will open the doors for contractors by providing additional sources of quality instruction and enables Associations to regulate contractor employee qualifications. Beth Lund will prepare a briefing paper for the GBCG for discussion at the fall meeting. Hope to have in place by the spring of 2015.

Great Basin Coordinating Group Executive Session

Wednesday, April 2

- **Great Basin Smokejumpers:** It was proposed last fall that the Great Basin Smokejumpers be dispatched out of Boise Interagency Dispatch Center (BILC) once the GACC consolidation is complete. The USFS has a concern about the workload at the Great Basin Coordination Center and the fact that the USFS Smokejumpers in the Great Basin are dispatched by a local unit rather than the GACC. Rex will discuss with John Glenn and Sean Cross. Mike Morcom had advised them last fall that this proposal would be coming forward so they are aware of the issue.
- **Spring/Fall GBCG Newsletters:** In an effort to share decisions, committee updates and other information the GBCG voted to begin issuance to a bi-annual newsletter. The newsletter will be similar to the GBCC newsletter and be issued twice a year after the spring and fall meetings. The letter will be shared with Agency Administrators, GBCG

Members and Committees, etc. The letter will include a link to the Key Decision Log. Nelda will have a draft ready by May 15.

- **Agency Administrator's Letter:** Reinforce IMT evaluations (IMT), include in IC Expectations, close loop with home unit. Impacts from last year, caring for our people and learning from tragedy' – Quick Series Pocket Guides. JTAC information. Success and succession planning (priority trainee program, etc.). New membership, militia, a new venue for personnel to get into fire, urge support to allow personnel to participate in fire and the priority trainee program is a venue to do that.
- **Standard Format for GB IMT Incident Narratives:** The IC Council was tasked with developing a format for IMT Incident Narratives so they were consistent between IMT's. The Great Basin IC's all agreed to use the draft format this year and finalize in the fall. A standard format will assist with addressing unresolved issues that need attention, lesson learned after a fire, finance issues, etc.
- **Annual IMT Meetings:** The IC Council and Ops Committee will provide an AAR of this year's meetings and expect that they will proposed the Great Basin return to hosting IMT Meetings annually. The GBCG will make the final decision on a conference call being scheduled for May 15, 2014.

Agency Specific Updates

- **State of Idaho (Julia Sullens):** Selected Mark Elliot as the new Program Manager for Aviation, Investigation and Prevention.
- **National Park Service (Jesse Duhnkrack):** Preparing for 100th anniversary of the National Park Service next year. Involved with work force management activities. Both Teton Helicopters will have short haul capability but not rappel. Fire Use Modules are being disbanded. Alpine IHC will be available in a few weeks as well as Arrowhead IHC.
- **State of Nevada (Scott Rasmussen):** Wildfire Protection Program continuing to evolve. White Pine County is expected to join next. NDF selected a second helicopter pilot so both helicopters at Minden will be staffed. A full-time staff has been placed in Winnemucca. Most seasonals will be on by the end of April. Wells and Carlin Camps are having retention problems for employees there due to completion with the mines.
- **Utah BLM (Rick Belger):** Both contract Air Attack Platforms will be turbines this year. In the process of filling vacant positions on Bonneville IHCs and evaluating whether or not they will meet IHC certification. Looking at opportunities with the USFS and the State of Utah for a new dispatch facility in Richfield.
- **Nevada BLM (Rex McKnight):** Advertising the vacant FMO position in Battle Mountain (Desert Basin Zone). Josh Fulton (NPS Lake Mead) was selected as the new State Aviation Manager.

Expect to have Issues with wild horses if Wild Horse HMA's burn. Nevada has the largest population of wild horses. Predictive Services at Western Great Basin is concerned about the dryness of the higher elevation brush, PJ, and timber. Nevada has no grass crop unless it rains.

- **USFS (Sue Stewart):** The Forest Service budget was increased eight percent and the travel cap has been lifted. Future planning for a new aviation facility to replace the one in Ogden in 2016. Evaluating locations along the Wasatch front. Several vacancies including the RAO, RASM and Assistant HOS. In the process of hiring an IR pilot. Forest FMO on the Ashley is still vacant.
- **Idaho BLM (Mike Morcom):** Two Mitigation and Education positions are open, one in Twin Falls and the other in Boise. In the process of selecting two more employees for the Great Basin Training Unit. Training Specialist position at the Boise District is also vacant. Have been involved in Sage Grouse Planning.

1100 Adjourned

The GBCG 2014 Fall Meeting will be held in Las Vegas November 18 and 19. Location TBD.

